



Medstead Parish Council

Clerk to the Council – Mr Peter Baston

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7th February 2024

Dear Councillor

Please note that you are hereby summoned to attend a meeting of Full Council to be held at Medstead Village Hall on **Wednesday 14th February 2024 at 7.30pm.**

Yours sincerely

Peter Baston (Clerk to the Council)

AGENDA

Please note:

The Openness of Local Government Bodies Regulations 2014 enables the public to record Parish Council meetings, without prior notification, by filming, photographing, audio recording or any other means. By virtue of your continued presence at the meeting it is considered that you consent to be recorded. Members of the public are requested to sign the attendance sheet, the purpose of which is to ensure compliance with Standing Orders. Unless specifically requested otherwise, names will not appear within the minutes.

1. OPEN SESSION

- i. Members of the public are invited to speak on any topic that is or could be directly related to Parish Council business.

After the conclusion of the Open Session, the formal meeting of the Parish Council will be resumed.

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTERESTS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you may have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the when the meeting discusses and votes on the matter.

4. COUNCIL MINUTES

- a. **To confirm and sign the minutes of the meeting of Full Council held on 10th January 2024 and the extraordinary meeting held on 24th January 2024.**
- b. **To consider matters arising from those minutes that are not considered on the agenda.**

5. COMMITTEE MINUTES AND REPORTS. To receive the minutes of the following committees (previously circulated) with any reports from the relevant committee Chairman, and to consider any recommendations contained therein not already on the agenda:

a. Planning Committee

i. Chairman Report.

ii. Planning applications:

- a. 59578/001** Oak (T1) - Fell - reason, diseased. Replacement Tree Oak (Quercus Robur). Site of Oak Tree (TPO 1), Holland Drive, Medstead, Alton
- b. 57149/003** Beech Tree - In order to protect a young silver birch tree we would like to cut back 5 or 6, 3cm diameter branches about 2 metres to their growth point. 3 Woodfield Drive, Windsor Road, Medstead, Alton, GU34 5EF
- c. 23986/018** | Section 73 application for the removal of condition 5 of permission 23986/005 (roof area shall be confined to incidental domestic storage purposes only) to allow for habitable accommodation and insertion of rooflights | Hunters Place, Bighton Road, Medstead, Alton, GU34 5NE

b. Maintenance Committee

i. Chairman Report.

ii. Contract renewals. To confirm the continuation of the following third year contracts:

- a. Cemetery & Churchyard**
- b. Wildflower Meadow**
- c. Village Green Maintenance**

c. Finance and General Purposes Committee

i. Chairman Report.

ii. Medstead School PTA – To consider a request from Medstead School for CIL Neighbourhood Funding.

iii. Additional CIL Funding Bid. To ratify the action proposed by F&GP Committee.

6. CHAIRMAN'S REPORT

7. MEDSTEAD PARISH COUNCIL CLERK / RFO REPORT

8. EAST HAMPSHIRE DISTRICT COUNCILLOR REPORT

9. MEDSTEAD ANNUAL PARISH ASSEMBLY

10. FINANCIAL / PERSONNEL MATTERS

- a. To receive and approve the Income and Expenditure reports for January 2024.**
- b. To receive and approve the Bank Reconciliations as at 31st January 2024.**
- c. To note the resignation of two councillors.**
- d. To receive an update on the appointment of the new Parish Clerk / RFO**

11. S106/ CIL FUNDED PROJECTS To receive an update on the following projects:

- a. Medstead Village Green Restoration..**
- b. Medstead Parish Office / Pavilion / Community Room.**
 - i. To agree the size of the Fete shed.**
 - ii. To consider the quotes received for roof moss removal.**
- c. Medstead Pond**

d. Medstead Green Play Equipment

12. MEDSTEAD POND(S). To receive an update on pond related issues.

13. MEDSTEAD PARISH COUNCIL POLICY. To adopt the following policies:

- a. **Rules & Regulations for Funeral Directors & Grave Diggers**
- b. **Maintenance of St Andrews Churchyard**
- c. **Drone**
- d. **Illegal & Unauthorised Encampments**
- e. **Code of Conduct**
- f. **Grants**
- g. **Investment**
- h. **Press & Social Media**

14. CORRESPONDENCE

- a. **Hampshire County Council Future Services Consultation**
- b. **Hampshire Minerals and Waste Plan Consultation**
- c. **Medstead - 7.5 Tonne Weight Limit**
- d. **Public Consultation Survey on Welfare & Wellbeing Strategy**

15. MEDSTEAD PARISH COUNCIL REPRESENTATIVE REPORTS. To receive reports (as applicable) for the following groups:

- a. **Medstead & Four Marks Neighbourhood Plan Steering Group**
- b. **Speedwatch**
- c. **Medstead Sports Club**
- d. **Medstead Village Hall**
- e. **East Hampshire Association of Parish & Town Councils (EHAPTC).**